INNOVATE BARRIE
MEMORANDUM

TO:	**MAYOR J. LEHMAN AND MEMBERS OF COUNCIL**
FROM:	**D. CLARKE, INNOVATION ANALYST / ERP PROJECT LEAD**
NOTED:	**R. BUNN, EXECUTIVE DIRECTOR OF INNOVATE BARRIE** **M. PROWSE, CHIEF ADMINISTRATIVE OFFICER**
RE:	**STATUS UPDATE – ENTERPRISE RESOURCE PLANNING (ERP) PROJECT**
DATE:	**MARCH 4, 2019**

The purpose of this memorandum is to provide members of Council with an update, as per Council Direction 12-G-336, concerning the ERP (Enterprise Resource Planning) project.

In 2015, SAP was selected as our ERP software to replace and build a new financial and human resource business system. SAP will house all new systems and processes related to Finance, Human Resources (HR), Purchasing and Inventory. SAP will also house a new state of the art reporting system (Business Intelligence System or BI).

On December 10, 2018, the City went live with our technical build of SAP. Our technical go live focused on getting the new SAP system live, fully tested, and loaded with all of our configuration and master data. User Acceptance Testing (UAT) was part of our technical go live and this is where the business tests both the system processes, the accuracy of the system and their system access. HR was the first module we opened up to business users, with what we refer to as a functional go live when users start working in the system, are fully trained and all data is loaded.

On February 19, 2019, we launched our finance and purchasing modules to business users across the City and our partners. Our Finance go-live was led by our Business Process Lead Adam Ceschia and Finance subject matter expert lead Colleen Smith, with support from the Finance department, and consultants from Fokis and Addmore. SAP is enabling funds management, accounting and financial management functionality for our Finance department and partners. This finance functionality will also feed our new business intelligence system which will provide detailed reporting for budget managers across the city. The Business Intelligence reporting will be available in early March.

Our Purchasing go-live was led by our Business Process Lead Cora Scinocco, and Purchasing subject matter expert lead Corrie Edwards, with support from the Purchasing branch and Stores branches of Roads, Parks and Fleet, and Environmental Services departments, as well as consultants from Addmore and Kondor. Our purchasing functionality will be used by departmental purchasers across the City, and our partners at Barrie Police and Barrie Library, while the inventory management functionality will be used by the Store Operations teams, and Barrie Police.

Next Steps

We will be processing our first month end in the system in March and will be launching our Business Intelligence (BI) reporting functionality to budget managers. Our BI system will continue to grow and evolve, offering new reporting functionality for human resources and purchasing over the coming months.